

Fees for Documents and Services

Certified Copies (Per Copy):

Birth Certificate	\$13.00*
Death Certificate	\$13.00*
Stillbirth Certificate	\$13.00*
Marriage Certificate	\$13.00*
Divorce Certificate	\$13.00*
Each additional copy ordered at the same time	\$13.00

Searches for Vital Records: \$13.00

(Includes a certified copy of the record *if* it is on file.)

Verification of Vital Records for Government Agencies (Per Record): \$ 9.00

(Only if exact information is supplied.)

Legal Amendment:

(Fees below include filing/processing only. Certified copies may be ordered for an additional \$13.00/copy.)

File Delayed Birth Certificate	\$13.00
Process Court-Ordered Name Change	\$13.00
Process Adoption	\$13.00
Process Paternity Action and/or Legitimization	\$13.00

Registrations:

Voluntary Adoption Registry	\$10.00
Registration of Notice of Commencement of Paternity Proceedings	\$10.00
Notice of Claim of Parental Rights Abandoned Child Registry	\$10.00
Search Putative Father and Abandoned Child Registries	\$13.00

***ADDITIONAL FEES:** Please add \$5.00 for each order requiring special handling when requesting a certified photocopy of the original record, or requesting expedited processing. Orders requesting expedited processing must be sent to

us by special mailing such as Postal Express, FedEx, etc., and will be returned by regular mail unless a pre-paid special mailing envelope is enclosed.

If you are sending your request for certificates by fax, there will be an additional \$10.50 in special handling fees. The current FedEx fee will also be charged if FedEx delivery is requested.

Acceptable Identification

Picture ID - with a signature

- Driver's License
- State ID Card
- Passport
- Military ID Card
- Tribal ID Card

OR

Two Forms of ID - One must have a signature

- Social Security Card
- Credit/Debit/ATM Card
- Work ID Card
- School ID Card
- Car Registration/Insurance
- Library Card
- Doctor/Medical Record
- Insurance Record
- Fishing License
- Pay Stub
- Canceled Check (*not a voided check*)
- Traffic/Pawn Ticket
- Bill with current address
- Court Record
- Voter Registration Card
- Year Book (*current*)

OR

- Notarized letter (*you must provide the original letter, not a photocopy or faxed copy*)
- Have an immediate family member (*that has ID*) order it